



**LIMITED PURCHASE ORDER**  
 (Not to Exceed \$200.00)

<b>VENDOR NAME AND ADDRESS:</b> FLC Bookstore	<b>DELIVERY INSTRUCTIONS:</b> <input type="checkbox"/> Deliver to Address Below (Checkone) <input type="checkbox"/> Will Call
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Gift bags per attached invoice					21.00
2	for SKILLS Day					
3						
4	Shipping					12.31
5						
6						
7						
8						
9						
10						

<b>Purchases Charged to Categorical Programs, Grants or Special Projects</b> This purchased is in compliance with the requirements of:  Program Name _____ For grants/special projects _____ Program Director/Coord. Signature _____ Project/Grant Number _____ Program Goal/Objective Number/Explanation _____	SUB-TOTAL _____ SALES TAX _____ <b>TOTAL</b> (Not to Exceed \$200.00) <u>33.31</u>
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RECEIVED BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_

Received by Wendy Vander Werf Date \_\_\_\_\_

I/WE hereby certify the items/services listed above are to be obtained in accordance with District Regulation 8323, Section 4, Conflict of Interest, and all other applicable district, state, and federal policies, rules, regulations, and laws.

REQUESTED BY: Wendy Vander Werf TYPED/PRINT DATE: 5-22-19

Bus. Unit Account Fund Org Genl 15200/ 11 / FL VA. OFFC

REQUESTED BY: Wendy Vander Werf SIGNATURE DATE: 5-22-19

Program Sub-Class BY Proj/Grnt Amount 69500 00007 2019 051E \$ 16.66

APPROVED: \_\_\_\_\_ DEAN OR OTHER AUTHORIZED SIGNATURE DATE: \_\_\_\_\_

Bus. Unit Account Fund Org Genl 15201/ 11 / FL VA STAF

APPROVED: \_\_\_\_\_ VICE PRESIDENT, ADMINISTRATION DATE: 5/22/19

Program Sub-Class BY Proj/Grnt Amount 69500/ 00007 2019 047C \$ 16.65

